

To be considered, this completed questionnaire and your current application must be on file or received in Nebraska State Personnel, state.jobs@nebraska.gov, 301 Centennial Mall South, P.O. Box 94905, Lincoln, NE 68509-4905 or postmarked by **July 10, 2009**

## Supplemental Questionnaire NDEQ Budget Officer III #84-98806

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

1. Education (**check or X all that apply**):

Course Work	Bachelors	Other (Specify)
Accounting		
Related field (specify):		
<b>Other Related Training (Specify):</b>		

2. Professional Accounting & Supervisory Work Experience (**complete all that apply**):

Area of Experience	Years of Experience	
<b>GENERAL ACCOUNTING</b>		
Working In Accounting Field		
Implementing Accounting & Budget Processes		
Cost Tracking For Cost Recovery & Reporting		
<b>WORKING ON BUDGET DEVELOPMENT</b>		
Responsible For		
Assisted With		
<b>WORKING WITH GRANTS</b>		
Developed Proposals		
Management/Oversight		
Reporting		
<b>WORKING WITH ASSETS</b>		
Inventory Management		
Procurement		
<b>WORKING WITH SOFTWARE</b>		
Worked With State NIS System		
Worked With Other Accounting Software:		
Please Specify:		
<b>SUPERVISORY EXPERIENCE</b>		
Supervised Clerical/Administrative Staff		
Number Supervised - _____		
Completed Employee Performance Reviews		
Dealt With Employee Performance Issues		
Interviewed Applicants		
Made Hiring Decisions		
Maintained Weekly Staff Meetings		
Train/Teach Staff on Process/Procedures		